



## FOI 22/23-0830 (Florence)

**Scope**

*"1. Who specifically provided the advice that the NDIA was not required to comply with or follow the PSPF? Job title and location will suffice 2. Noting all these new roles and requirements, was the person(s) consulted at the NDIS at the time qualified and competent to answer questions on cyber/security and the PSPF?*

*3. As the NDIS seems to have overnight sought to align with and comply with the PSPF, please provide a copy of the instruction or directive to do so.*

*4. Has there been (or is there) an investigation into providing inaccurate, seemingly false or potentially misleading information about the NDIS security (cyber included) obligations, compliance and assurance requirements?*

*5. Prior to this new found support and embracing of the PSPF, which specific security standards and framework did the NDIS/NDIA employ, attest to, report to the Attorney General's Department or provide guarantees, compliance or alignment with to any other Government/public entity?*

*6. Please provide a copy of the requirement and approval for all these new, sudden cyber security roles. Has the threat changed?*

*7. How many NDIS staff, contractors, providers and participants have been affected or compromised as a result of the Medibank, Optus, Australian Clinical Labs, or any other data breach, compromise or hack?"*

**Response**

**1. Who specifically provided the advice that the NDIA was not required to comply with or follow the PSPF? Job title and location will suffice**

The NDIA is a corporate Commonwealth entity. As stated is the Protective Security Policy Framework (PSPF), the PSPF applies to non-corporate Commonwealth entities subject to the Public Governance, Performance and Accountability Act 2013 (PGPA Act) to the extent consistent with legislation. The PSPF represents better practice for corporate Commonwealth entities and wholly-owned Commonwealth companies under the PGPA Act.

**A link to the PSPF is provided below for ease of reference:**

[protective-security-guidance-for-executives.pdf \(protectivesecurity.gov.au\)](https://www.protectivesecurity.gov.au/protective-security-guidance-for-executives.pdf)

**2. Noting all these new roles and requirements, was the person(s) consulted at the NDIS at the time qualified and competent to answer questions on cyber/security and the PSPF?**

The persons consulted included, but was not limited to, the Chief Security Officer and Chief Information Officer.

**3. As the NDIS seems to have overnight sought to align with and comply with the PSPF, please provide a copy of the instruction or directive to do so.**

Please refer to question one providing clarification on the NDIA's requirement to comply with the PSPF.

**4. Has there been (or is there) an investigation into providing inaccurate, seemingly false or potentially misleading information about the NDIS security (cyber included) obligations, compliance and assurance requirements?**

No.



**5. Prior to this new found support and embracing of the PSPF, which specific security standards and framework did the NDIS/NDIA employ, attest to, report to the Attorney General's Department or provide guarantees, compliance or alignment with to any other Government/public entity?**

Please refer to response provided in Question 1.

**Furthermore, whilst the NDIA is not required to report, the Agency have elected to respond to the Attorney General's Department maturity assessment. This commenced from 1 July 2021 for the period 1 July 2020 to 30 June 2021.**

**6. Please provide a copy of the requirement and approval for all these new, sudden cyber security roles. Has the threat changed?**

Please see document 1 and 2 ( see below)

**7. How many NDIS staff, contractors, providers and participants have been affected or compromised as a result of the Medibank, Optus, Australian Clinical Labs, or any other data breach, compromise or hack?**

The NDIA is not responsible for the management of breaches by third parties. Requests for information from third parties should be directed to impacted entities.

FOI 22/23-0830

**From:** [Ian](#)  
**To:** [Sally](#)  
**Cc:** [Andre](#); [Rachel](#)  
**Subject:** RE: Approval to Approach Market - EL2 Director Cyber Security Risk and Compliance [SEC=OFFICIAL]  
**Date:** Wednesday, 19 October 2022 11:04:57 AM  
**Attachments:** [image002.jpg](#)  
[image003.jpg](#)

Approved / Ian

**Ian**  
 Chief Information Officer  
 National Disability Insurance Agency  
 Phone: 0436 668 845  
 Email: [ian@ndis.gov.au](mailto:ian@ndis.gov.au)



**From:** [Sally](#), Sally <[Sally@ndis.gov.au](mailto:Sally@ndis.gov.au)>  
**Sent:** Wednesday, 19 October 2022 9:29 AM  
**To:** [Ian](#) <[Ian@ndis.gov.au](mailto:Ian@ndis.gov.au)>  
**Cc:** [Andre](#) <[Andre@ndis.gov.au](mailto:Andre@ndis.gov.au)>; [Rachel](#) <[Rachel@ndis.gov.au](mailto:Rachel@ndis.gov.au)>  
**Subject:** Approval to Approach Market - EL2 Director Cyber Security Risk and Compliance [SEC=OFFICIAL]

Good morning Ian,

I am seeking your approval as Chief Information Officer and member of the ELT to approach the market for the following position within the Protective and Cyber Security Branch:

**Role:** Director Cyber Security Risk and Governance

**Level:** EL 2

**Status:** APS, Ongoing

**Location:** Canberra, ACT

Following the departure of Phil Wagner in May 2022, an internal Expression of Interest (EOI) process was conducted to temporarily fill the Director position for a period of 12 months. Matt Newman was successful in the EOI process and is currently Acting Director. Due to the nature and importance of this position, we are seeking to permanently fill the role.

This position is accounted for in our budget.

Please find the Position Description attached for reference.

For your consideration and approval please.

Kind regards,

Sally

**Sally**  
 Internal Compliance  
 Protective and Cyber Security Branch  
 National Disability Insurance Agency

s22(1)(a)(ii) - Irrelevant material

E [sally@ndis.gov.au](mailto:sally@ndis.gov.au)

NDIS-delivered-by-NDIA-logo



**From:** [redacted] [Ian](#)  
**To:** [redacted] [Bradford](#)  
**Cc:** [redacted] [Connie](#); [redacted] [Nicholas](#); [redacted] [Rachel](#)  
**Subject:** RE: APPROVAL REQUIRED: EL1 Assistant Director CSOC Capability Development [SEC=OFFICIAL]  
**Date:** Thursday, 13 October 2022 11:56:34 AM  
**Attachments:** [image003.jpg](#)  
[image004.jpg](#)  
[image005.png](#)

Approved / Ian

**Ian** [redacted]  
 Chief Information Officer  
**National Disability Insurance Agency**  
 s22(1)(a)(ii) - irrelevant material

**Email:** [ian](#) [redacted] [@ndis.gov.au](#)



**From:** [redacted] Bradford <[Bradford](#) [redacted] [@ndis.gov.au](#)>  
**Sent:** Thursday, 13 October 2022 10:21 AM  
**To:** Frew, Ian <[ian](#) [redacted] [@ndis.gov.au](#)>  
**Cc:** [redacted] Connie <[Connie](#) [redacted] [@ndis.gov.au](#)>; [redacted] Nicholas  
 <[Nicholas](#) [redacted] [@ndis.gov.au](#)>; [redacted], Rachel <[Rachel](#) [redacted] [@ndis.gov.au](#)>  
**Subject:** APPROVAL REQUIRED: EL1 Assistant Director CSOC Capability Development [SEC=OFFICIAL]  
 Morning [redacted] [.ian](#),

I need your approved for the updated position description for the Assistant Director (EL1), CSOC Capability Development.

This is to find a replacement for Sara Peri who finished up with the agency and the end of last month. It is to backfill an existing position and does not require any additional funding.

The original position description has been reworked to be a technical resource that can drive technical change and provide leadership to resources assigned to work on establishing the Security Centre (SRSC) capability.

Lyle has endorsed the recruitment but seeking your approval before progressing with Recruitment and Workforce Planning.

Regards,

Bradford

**Bradford** [redacted]

Director, Cyber Security Operations

ICT Services Branch

Office of the Chief Information Officer

**National Disability Insurance Agency**

Canberra, ACT

**Email:** [bradford](#) [redacted] [@ndis.gov.au](#)

s22(1)(a)(ii) - irrelevant material



**From:** [redacted] Nicholas <[Nicholas](#) [redacted] [@ndis.gov.au](#)>  
**Sent:** Thursday, 13 October 2022 9:59 AM  
**To:** [redacted], Bradford <[Bradford](#) [redacted] [@ndis.gov.au](#)>  
**Cc:** [redacted] Connie <[Connie](#) [redacted] [@ndis.gov.au](#)>

**Subject:** FW: EL1 Assistant Director CSOC Capability Development [SEC=OFFICIAL]

Hi Bradford,

I hope you're well.

We can see an item has come through eRecruit 1267\_10/22\_EXT regarding the EL1 Assistant Director CSOC Capability Development PD. This item is currently on hold, as we require SES approval for the last PD draft that was sent.

Once approval is provided (email confirmation is fine), all reference to draft will be removed and the Position Description can be used for recruitment activities and we can approve in eRecruit.

Kind regards

**Nicholas**

HR Governance and Assurance Officer

HR Governance and Assurance

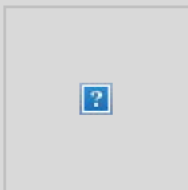
People & Culture Division

National Disability Insurance Agency

Email: [nicholas.██████████@ndis.gov.au](mailto:nicholas.██████████@ndis.gov.au)



The NDIA acknowledges the Traditional Custodians of Country throughout Australia and their continuing connection to land, sea and community. We pay our respects to them and their cultures and to Elders past, present and emerging.



**The People and Culture Service Desk is now available**

Please use the [People and Culture Service Desk](#) to help you find the right team to answer your questions. Take a look and let us know what you think.

**From:** [nicholas.██████████@ndis.gov.au](mailto:nicholas.██████████@ndis.gov.au) Nicholas

**Sent:** Tuesday, 11 October 2022 2:42 PM

**To:** Morton, Bradford <[Bradford.██████████@ndis.gov.au](mailto:Bradford.██████████@ndis.gov.au)>; [██████████](mailto:██████████@ndis.gov.au), Glenn

<[Glenn.██████████@ndis.gov.au](mailto:Glenn.██████████@ndis.gov.au)>

**Cc:** [██████████](mailto:██████████@ndis.gov.au), Connie <[Connie.██████████@ndis.gov.au](mailto:Connie.██████████@ndis.gov.au)>

**Subject:** RE: EL1 Assistant Director CSOC Capability Development [SEC=OFFICIAL]

Hi Bradford,

Thank you for sending through your feedback. Please see the attached for review.

I have reduced it down to your provided paragraph and the first template paragraph we are required to use on all EL1 PD's involving Leadership responsibilities. I have added "Protective and Cyber Security" to add context.

Happy to chat again to try come to a consensus.

Kind regards



Nick

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**From:** [REDACTED], Bradford <[REDACTED].xxxxxx@xxxx.xxx.xx>  
**Sent:** Tuesday, 11 October 2022 2:18 PM  
**To:** [REDACTED] Nicholas <Nicholas[REDACTED]@ndis.gov.au>; [REDACTED], Glenn  
<Glenn[REDACTED]@ndis.gov.au>  
**Cc:** [REDACTED] Connie <Connie[REDACTED]@ndis.gov.au>  
**Subject:** RE: EL1 Assistant Director CSOC Capability Development [SEC=OFFICIAL]

Thanks Nick,

The statements that have been added are very confusing and distract from the actual duties of the role. I think having those statement will mean staff don't apply because they think have large and wide-ranging responsibility outside their actual remit. I also believe some of the statements are not true? I don't think there will be any representation and negotiate on behalf of the NDIA to advance the NDIA's interests across a range of forums?

- The EL1 Assistant Director CSOC Capability Development is accountable under broad direction to undertake very complex work that delivers quality outcomes across the functions of the NDIA.
- The EL1 Assistant Director CSOC Capability Development is an important team leadership position within the NDIA and will have delegated authority and responsibility to resolve issues and risks across wide-ranging activities of substantial depth involving significant detail. The role requires providing leadership, control, planning, resource management, performance management and decision making for the Team Membership and assigned Contractors working within the work area.
- The position is responsible for actively managing key internal and external stakeholder relationships and where required will represent and negotiate on behalf of the NDIA to advance the NDIA's interests across a range of forums.

Regards,

Bradford

**Bradford** [REDACTED]

Director, Cyber Security Operations

ICT Services Branch

Office of the Chief Information Officer

**National Disability Insurance Agency**

Canberra, ACT

Email: [bradford\[REDACTED\]@ndis.gov.au](mailto:bradford[REDACTED]@ndis.gov.au)

s22(1)(a)(ii) - irrelevant material



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**From:** [REDACTED] Nicholas <Nicholas[REDACTED]@ndis.gov.au>  
**Sent:** Tuesday, 11 October 2022 2:25 PM  
**To:** [REDACTED], Bradford <Bradford[REDACTED]@ndis.gov.au>; [REDACTED], Glenn  
<Glenn[REDACTED]@ndis.gov.au>  
**Cc:** [REDACTED], Connie <Connie[REDACTED]@ndis.gov.au>  
**Subject:** EL1 Assistant Director CSOC Capability Development [SEC=OFFICIAL]  
Hi Brad & Glen

Great to meet you both today and thank you for your time. Apologies, I don't have the original

ticket number for the Help Desk item so I thought best to email.

Please find attached the draft Position Description for the EL1 Assistant Director CSOC Capability Development role for review and SES approval.

Once approval is provided, all reference to draft will be removed and the Position Description can be used for recruitment activities.

If you have any comments or changes that need to be made can you please add them in track changes

Please reach out if you have any questions,

Kind regards,

**Nicholas**

HR Governance and Assurance Officer

HR Governance and Assurance

People & Culture Division

**National Disability Insurance Agency**

Email: [nicholas\[REDACTED\]@ndis.gov.au](mailto:nicholas[REDACTED]@ndis.gov.au)



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